

# MARYLAND MUTUAL NUMBER TEN, INC. BOARD OF DIRECTORS REGULAR MEETING

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Thursday, April 26, 2018 – 9:30 am

A regular meeting of the Board of Directors of Maryland Mutual Number Ten, Inc. was held in the Sullivan Room of the Administration Building, 3700 Rossmoor Blvd, Silver Spring, Maryland on Thursday, April 26, 2018 at 9:30am.

Resolutions: #35-#38

Members Present: Peggy Salazar, President; Leroy Salazar, Vice President; Janet Martin, Treasurer; Paul Eisenhaur, Secretary; Dotty VanScoyoc, Director; Sara Gordon, Director

Absent Members: Dora Pugliese, Director

Management: Kevin Flannery, General Manager; Roberta Carter, Mutual Assistant

Visitors: Bob Morrisson, Stan Labovich, Carole Gist, Virginia Gist

1. **Call to Order**- Ms. Salazar called the meeting to order at 9:30 am.
2. **General Manager's Report**- Kevin Flannery presented the General Manager's report for April 2018. All questions and comments were responded to by Mr. Flannery.
3. **Approval of Agenda**- Agenda was approved as presented.
4. **Approval of Minutes** – The Minutes of March 22, 2018 were approved as presented.
5. **President Comments**- Ms. Salazar's report included: (1) She thanked those who attended the Annual Meeting that was held on April 16th, fifty-three residents were present and a quorum of 53% was reached. (2) The by-law amendment was approved by 60%, so the 2019 Annual Meeting quorum of 45% will be sufficient. (3) The second phase of the garage door replacement with Fred C. Johnson has begun.
6. **Treasurer's Report**- Ms. Martin reported that March finances were essentially at a break-even point.
  - A. **Invoices**- After discussion, upon motion duly made and seconded, the Board agreed:

To approve payment of \$1,400.00 to Malvin, Riggins & Company, Invoice# 1000072385 for the services rendered for LWMC Audit Mutual 10.

To approve payment of \$10.81 to LW Postage for mailing of Mutual 10 April Tidings to non-resident owners.

To approve payment of \$500.00 to McFall & Berry to remove two trailer loads of fallen branches caused by the storm on 3.3.17.

To approve payment of \$150.00 to J&M Construction LLC, Invoice# 1551 for the repairs to existing ridge vent and kitchen vent at 14514 Elmham Ct.

To approve payment of \$158.00 to J&M Construction LLC, Invoice# 1556 to replace/rerouted downspout at 14715 Lindsey Lane.

To approve payment of \$75.00 to J&M Construction LLC, Invoice# 1579 for gutter cleaning and checked roof in trouble area at 14626 Kelmscot Drive.

To approve payment of \$150.00 to J&M Construction LLC, Invoice# 1580 for roof repair of an old flat roof at 14708 Bigby Court.

To approve payment of \$568.00 to Clarksburg Plumbing, LLC, Invoice# 5020040118- Emergency Rate for 3403 Hallaton Court.

**RESOLUTION# 35, 4/26/2018**

- B. **Garage Door Replacement-** After Board discussion, upon duly made and seconded, the Board approved the following:

Mutual 10 Board of Directors approved to pay Fred C. Johnson up to \$100,000 for the 2018 remaining garage door replacement project.

**RESOLUTION#36, 4/26/2018**

7. **Correspondence-**

- A. **ABM- 14541 Kelmscot Dr. Unit 170-A-** After Board discussion, upon duly made and seconded, the Board approved the following:

Mutual 10 Board of Directors approved ABM submitted from Mr. Kenneth Edmunds, at 14541, Unit# 170-A, to install new pocket replacement windows in existing openings and remove existing interior trim, door and frame. Work performed by Quality Windows and Doors.

**RESOLUTION# 37, 4/26/2018**

8. **J&M Construction; Roof Replacement-** Upon motion duly made and seconded, the Board agreed:

Mutual 10 Board of Directors approved to amend **Resolution# 14** that authorized payment to Clay Kenney for a total of \$80,000 for the Mutual 10 Roof Replacements project to now authorize payment to J&M Construction up to the amount of \$100,000.

**Resolution#38, 4/26/2018**

9. **Reports- The Board of Directors-**

- A. **Mr. Eisenhaur-** Mr. Eisenhaur reported that renters can register for the Mutuals portal after they have been verified by the web support staff.
- B. **Ms. Gordon-** No report.
- C. **Ms. VanScoyoc-** Ms. VanScoyoc stated there will be a picnic on the Lanai on June 22<sup>nd</sup> as well as upcoming events in August, October and December. All events will be posted.
- D. **Ms. Salazar-** No report.
- E. **Ms. Pugliese-** Ms. Pugliese stated that once the rain has stopped the new street signs will be concreted in place. Discussion of power washing the houses in the mutual came up and she spoke with two companies that can assist, awaiting feedback from the two companies.
- F. **Mr. Salazar-** Mr. Salazar's report included: (1) Working to repair some gates and fencing that have dry rot. (2) Still working with the Fire Department to see if the map of fire lanes in the mutual can be adjusted (3) Awaiting price quote from Brothers' Concrete company to complete this year's proposed concrete work.
- G. **Ms. Martin-** No report.

10. **Unfinished Business** – None

11. **New Business** –

- A. **Mutual 10 Rules Review Process-** Ms. Salazar stated that the mutual rules need to be revised and updated, a subcommittee of herself, Dotty and Janet will begin reviewing the Mutual 10 Rules and submit the changes to the residents for review/comments.
- B. **Mutual 10 July 4<sup>th</sup> Parade Participation and LW information meeting-** Mr. Eisenhaur volunteered for Mutual 10.

12. **Open Forum-** None

13. **Next Meeting-** May 25, 2018 at 9:30AM; Sullivan Room, Administration Building

14. **Adjournment**- There being no additional business, the meeting was adjourned at 10:25 AM

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Paul Eisenhour, Secretary

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Peggy Salazar, President